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**From:** Smith, Roxanne  
**Sent:** Wed 8/12/2015 6:09:13 PM  
**Subject:** Instructions for Tracking Time on GKM Incident

All:

I spoke with Matt Fritz and schedule Cs/ADs can receive comp time for their work on the Gold King Mine incident. Matt said you may put no more than 80 hours of comp time on your time sheet. Please go into web forms to request the comp time. If you don't know how, Doris can show you.

Also, George will need to know how many hours you work on GKM to give to OEM, who tracks the hours. George will follow up with more instructions.

Other arrangements have been made for career employees working this incident.

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